

Theme Community Meeting Notes

January 9, 2020 (1-2:30 PM ET)

Attendees

FGDC Staff

Name	Agency	Role(s)		Name	Agency	Role(s)	
Lorna Schmid	USGS	FGDC OS	✓	James Irvine	USGS	FGDC OS-CS	✓
John Mahoney	USGS	FGDC OS		Robin Hoban	USGS	FGDC OS-CS	✓

Theme Community

Theme	Name	Agency	Role(s)	Addition or Proxy	
Address	Lynda Liptrap	Census Bureau	TL		✓
Address	Steve Lewis	DOT	TL		✓
Biodiversity and Ecosystems	Marcia McNiff	USGS	TL		
Cadastral	Dominica VanKoten	BLM	TL	Janet Wilkins	✓
Climate and Weather	Kari Sheets	NOAA	TL		✓
Cultural Resources	Deidre McCarthy	NPS	TL		
Elevation	Ashley Chappell Hill	NOAA	TL		
Elevation	Susan Buto	USGS	TL		
Geodetic Control	Daniel Roman	NOAA	TL	Will Freeman	✓
Geology	Paul Godfriaux	BOEM	TL		✓
Geology	Dave Soller	USGS	TL		
Governmental Units	Dierdre Bevington-Attardi	Census Bureau	TL		✓
Imagery	Greg Snyder	USGS	TL		
Imagery	John Mootz	USDA	TL	David Davis	✓
Land Use - Land Cover	Greg Reams	USFS	TL	Rick Mueller	✓
Land Use - Land Cover	Brad Reed	USGS	TL	John Hutchinson	✓
Real Property	Valerie Butler	GSA	TL		✓
Soils	Drew Kinney	USDA	TL		
Transportation	Derald Dudley	DOT	TL		
Utilities - Offshore	Jeff Harris	BSEE	TL		✓
Utilities - Terrestrial	TBD				
Water - Inland	Megan Lang	FWS	TL	Bill Wyland	✓
Water - Inland	Rebecca Anderson	USGS	TL		✓
Water - Oceans and Coasts	Patrick Keown	NOAA	TL	Craig Winn	✓

Other Attendees

Charlene Sylvester, Anna Green, Glenn Guempel, Gita Urban-Mathieux, Dave Kukowski

Agenda

- ❖ Roll Call – Theme Representatives
- ❖ Welcome!
- ❖ Theme Report Status
- ❖ Federal Initiatives (A –16, Federal Data Strategy, GDA Reporting, NSDI Strategic Plan, etc.)
 - FDS 2020 Action Plan
- ❖ Metadata Initiatives
 - Understanding and Improving Metadata Publishing Workflows
 - Metadata Guidelines
- ❖ NGDA Inventory & POC Updates
- ❖ Action Item Review
- ❖ 2020 Meeting Schedule
- ❖ Open Discussion

Summary of New Actions

Responsible Party	Description
Lorna Schmid	<ul style="list-style-type: none"> • Send next Metadata Working Group meeting announcement to the Theme Community. • Add the “GeoPlatform Feature Maps Presentation” to an upcoming Theme Community meeting agenda. • Continue discussions around Theme- and GDA-related content on FGDC.gov and GeoPlatform.gov so there is a central location for information, requirements, actions, and timelines for the Theme Community. • Send an email to the Theme Community to gauge interest and deconflict schedules for a potential Theme meeting at the upcoming Esri Federal Users Conference.
Theme Community Members	Circulate and review the Federal Data Strategy 2020 Action Plan (https://strategy.data.gov/action-plan/) and provide any comments or questions from your Agency back to the NGDATeam@fgdc.gov email.
NGDA Team / Robin Hoban	Assist Real Property, Water-Inland, and Utilities Themes with FY19 Theme Implementation Plans.
Becci Anderson	Provide info on Drew Decker’s detail related to Elevation Theme NGDA Datasets.

Detailed Table of All Actions

In Progress Actions	Responsible Party(ies)	Description	Action or Result
FY19 Theme Implementation Plans	Theme Leads	Update Theme Implementation Plans (TIP) with activities and actions undertaken in FY19 ** Due October 31, 2019 **	Action: Update Theme Implementation Plans for FY19. Email the NGDATeam@fgdc.gov if you need assistance or a Word version of the final FY18 TIP.
GeoPlatform Theme feature maps	Theme Leads	Any Themes that would like to make suggestions for featured maps on their GeoPlatform	Action: Review Theme Community pages and report any errors or issues with content.

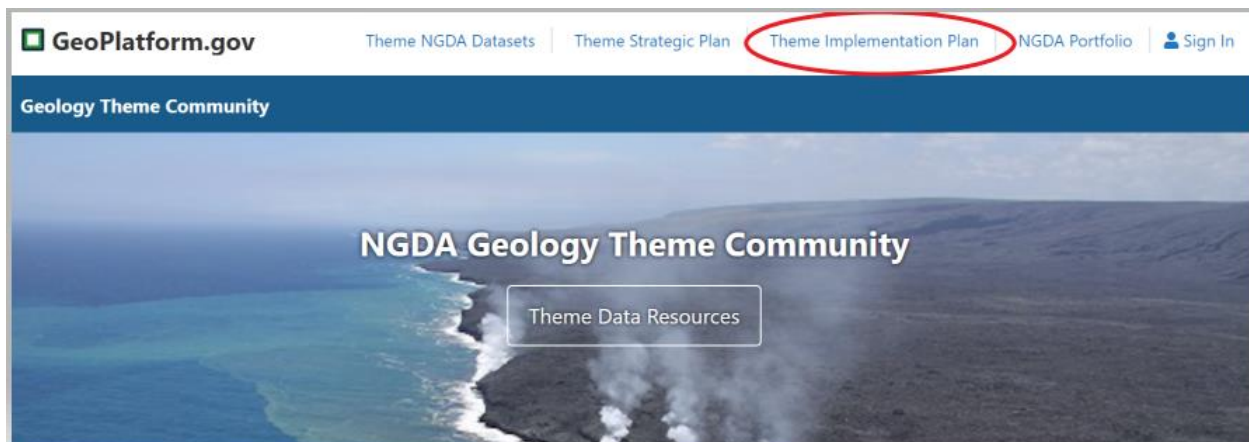
		Theme pages, please reach out to the GeoPlatform Technical Team.	Ongoing: Theme Leads provide input to the GeoPlatform Technical Team for Theme page feature maps. Email the GeoPlatform Service Desk servicedesk@geoplatform.gov with any recommendations, requests, or to obtain more information (Note: the NGDA Team is copied on those emails).
NGDA Metadata Improvement Initiative – Transformation Process Testing	Theme Leads, Dataset Managers, Metadata Managers, and the NGDA Team	<p>Testing of example metadata records is underway to see what the transformation from the agency source record into data.gov and then into geoplatform.gov does to the content – including what is being changed or possibly lost. A CSDGM to ISO transform is being worked on, which will be shared out when available.</p> <p>The NGDA Team has selected 17 representative NGDA datasets, but Themes can nominate any that have any known or suspected issues related to the current transformation process.</p>	<p>Ongoing: Dataset Managers and Theme Leads who received a request for source metadata in October, please respond to the email or advise the NGDA Team if you cannot provide the requested metadata.</p> <p>All Theme Leads, Dataset Managers, and Metadata Managers can reach out to the NGDTeam@fgdc.gov with any recommendations for NGDA Datasets and related metadata that should be included in the metadata transformation process testing.</p>
NGDA Metadata Improvement Initiative – Review and Recommendations Against the NGDA Metadata Guidelines	Dataset Managers and Theme Leads	<p>NGDA metadata records were reviewed against the NGDA Metadata Guidelines, and any issues identified were emailed to the Dataset Managers with recommendations for corrections.</p> <p>If you received an email in September from James Irvine, please update the NGDA metadata or reach back to the NGDA Team with any questions.</p> <p>The new Metadata Guidelines are posted here:</p> <p>https://fgdc.gov/technical-guidance</p>	<p>Ongoing: Emails were sent to Dataset Managers and Theme Leads with some specific findings resulting from the Web Services and Metadata Project; DSM are reviewing metadata records for <u>Titles, keywords, web services, data download and metadata formatting per the findings.</u></p> <p>Action: DSM and TL please respond to Jim Irvine's email with status or any questions you may have.</p> <p>If you have any questions, please email the ngdateam@fgdc.gov for assistance.</p>
FY17 and FY18 Theme Implementation Plans (TIP)	Theme Leads	Any Themes that have not yet submitted an FY17 or FY18 Theme Implementation Plan, please contact the ngdateam@fgdc.gov for information and assistance.	Past Due: TL please reach out to ngdateam@fgdc.gov with status update or request for assistance with any past due Theme Implementation Plans.
Proposed NGDA Changes	Dataset Managers and Theme Leads	Dataset Managers and Theme Leads to review and approve proposed NGDA changes.	In Progress: Once NGDA changes are finalized and reported to the NGDA Team, the recommendations will be forwarded through FGDC for final approval.

Theme Reports Status – Lorna Schmid

If you have your updated FY19 Theme Implementation Plan (TIP) done, please send them to us. If you need help getting it completed, please email us (NGDATeam@fgdc.gov). These TIPs are also linked on your Theme Community pages on the GeoPlatform.

Example:

<https://communities.geoplatform.gov/ngda-geology/>



While we are working toward the Geospatial Data Act (GDA) implementation, the Office of Management and Budget (OMB) has told us that agencies are supposed to move forward on these plans. There is consensus that the TIPs will be used going forward for Theme reporting. Slides 4-6 gives you information on the status of the TIPs. You don't need to rewrite your existing TIP; we are looking for updates from previous annual plans. The FY19 TIP template is linked on Slide 6 but it is intended for Themes that don't have any baseline implementation plan. For Themes that have an FY18 plan, the NGDA Team sent out those plans out with the FY19 template updates applied. If you don't have it or you need some help updating an existing TIP, please reach out to the team (NGDATeam@fgdc.gov). Robin Hoban is part of the NGDA Team who receives those emails and she can assist you with those updates. It will be easier if you have an updated FY19 plan in place for the next reporting cycle to Congress which will be in October 2020.

Note: Real Property, Water – Inland, and Utilities Themes requested assistance with their FY19 TIPs; we'll follow up with any questions or information.

Federal Data Initiatives – Lorna Schmid

The Federal Data Strategy 2020 Action Plan was released on December 22nd. Ivan DeLoatch sent

an email to FGDC members about it on the 23rd. This will be a high-level introduction; I have not done any in-depth analysis yet. Link to the 2020 Action Plan: <https://strategy.data.gov/action-plan/>



It is based on the *President's Management Agenda* (<https://www.performance.gov/PMA/PMA.html>) and specifically Priority Goal 2: Leveraging Data as a Strategic Asset, which highlighted FGDC. It is cross cutting and intending to help us identify the high-level actions and milestones to meet the requirements of the various Acts and laws that have been passed that apply to the federal government. The idea is there will be an Action Plan for each year going forward. The plan has 20 Actions, broken into Agency Actions, Community of Practice Actions, and Shared Solution Actions, each with multiple milestones and measurements. **They are still requesting comments on the 2020 Action Plan so please circulate it through your Agency for review.** There were some typos that are being corrected now. If you have comments, you can share those with the NGDATeam@fgdc.gov and we'll get them included.

I learned about the briefing on the Action Plan through the Open-Data Listserv which you can sign up for if you have a .mil or .gov email address. Email listserv@listserv.gsa.gov. **The message should have no subject and the body should say "subscribe open-data."**

- **Agency Actions** – there are six cross-cutting actions associated with this action. It is intended to be the baseline for agencies. The goal is to help agencies with the tools to meet the milestones. They will be updating the page with tools and resources.
- **Community of Practice Actions** – “Action 10: Integrate Geospatial Data Practices into the Federal Enterprise” relates directly to the GDA. It is intended to helping agencies build on ongoing efforts in a cross-cutting way with common approaches to meet the milestones.
- **Shared Solution Actions** – There are 10 actions which will be completed with pilot projects at agencies with funding from OMB. A lot of them are ongoing so they will be captured by the Action Plan. Keep “Action 20: Develop a Data Standards Repository” in mind and we'll come back to that.

As we look at “Action 10: Integrate Geospatial Data Practices into the Federal Enterprise” further, the milestones listed are intended to meet the requirements of the GDA. This doesn’t mean that when we complete the 2020 actions, we’ll be completely done with compliance, but it is what we’ll focus on this year. The milestones are: Establish the National Spatial Data Infrastructure (NSDI) Strategic Plan; Publish a GeoPlatform providing standards-compliant web services for NGDAs; Engage with other relevant councils; Publish NGDA data theme data assets with standards compliant metadata and webservice endpoint; and Track NGDAs for implementation of standards.

One of the things we’ve been doing related to publishing NGDA with standards-compliant metadata as part of the metadata testing underway is a transform for CSDGM metadata records. We’ve been working on with Data.gov and Geoplatform.gov teams on that. One of the things that the transform will fix is the loss of web services when they are ingested into Data.gov.

The final one is tracking NGDAs for implementation of standards. What we’re looking at there is generating a baseline inventory. The NGDA Portfolio Team is already looking into an approach. The idea is that we will probably conduct a pilot with DOI first. We will also be reaching out and engaging with others who are interested as well. We’re meeting with Tod Dabolt and Ken Shaffer to get consensus on the approach. You’ll hear more on that next month.

Status of Metadata Initiatives – Lorna Schmid

New Metadata Guidelines

The updated Metadata Guidelines have been published (<https://fgdc.gov/technical-guidance>): *“FGDC Technical Guidance: Data.gov and The GeoPlatform Metadata Recommendations - including Guidelines for National Geospatial Data Assets (NGDA).”*

This effort worked to combine two metadata guideline documents into one. It also provides exemplars to show how metadata records should be developed, including specifically for ISO and CSDGM records. In the GDA, it says OMB will release guidance. We are waiting for OMB to release the draft guidance, but the decision was made to not include technical implementation information in the Circular. The approach is that everywhere there is a reference for agencies to do something in the Circular, it will point to FGDC technical guidance documents to address “how.” That way they can be a suite of living documents.

Throughout the document, there are call out boxes specific to NGDAs, and also for CSDGM records. The document is based on ISO standards, but where something is different for CSDGM,

there is a call out. As you review the document, please send any feedback or questions to NGDATeam@fgdc.gov.

Metadata Testing

We have obtained 17 NGDA metadata records from the Themes, which we think is a good representative sampling. The NGDA Portfolio team has worked to validate the schema on the test records that have been provided. We have updated the metadata title to include the NGDAID number and “do not use” in the title so it won’t be inadvertently used as it moves through the Data.gov and GeoPlatform.gov testing process. We considered using a sandbox environment but that may be a true representation of the operational process so we’re hoping to use the real environment for testing. As Jim Irvine was testing metadata records against standards, there were some inconsistencies so an additional copy was made that will also be tested. We will be tracking and documenting the results of the test. The outcomes will be provided along with recommendations.

We are also working with some agencies directly on their metadata efforts. If you are aware of other metadata efforts planned or underway that we should be aware of, please let us know.

The next Metadata Working Group is being planned with several topics. The GeoPlatform team is working on the transform from CSDGM to ISO 19139. We’ll be sharing those results when ready. They are also working with Esri for the 19115-3 Style for ArcGIS Desktop which will be presented at that meeting. We’ll copy this group on that announcement for others who may be interested.

NGDA Inventory & POC Updates

Diane Eldridge retired from USGS on December 31st and Susan Buto is detailed to USGS this spring. Sue will be taking over for Diane as Elevation Theme Lead. There will also be two new Dataset Managers for Climate and Weather and Geodetic Control Theme NGDAs, Melissa Webb and Will Freeman.

Becci: Drew Decker will also be detailed managing one of the Elevation Theme datasets for the same time period (will send details to the NGDATeam@fgdc.gov).

Lynda: We have a change to a Theme NGDA, but it was on hold pending the GDA. If we want to drop one, is there a process now?

Lorna: If you have changes to the Portfolio you’d like to make, please send those forward to the NGDATeam@fgdc.gov. We update the list on GeoPlatform to reflect and document those

changes (<https://communities.geoplatform.gov/ngda-portfolio/ngda-portfolio/>). Scroll down to the bottom to see the documented changes (pending addition or retirement).

Action Item Review

GeoPlatform Featured Maps and Articles

The GeoPlatform team developed instructions for how to create featured maps on the GeoPlatform. The instructions are found here:

<https://www.geoplatform.gov/help/contributing-featured-content/>

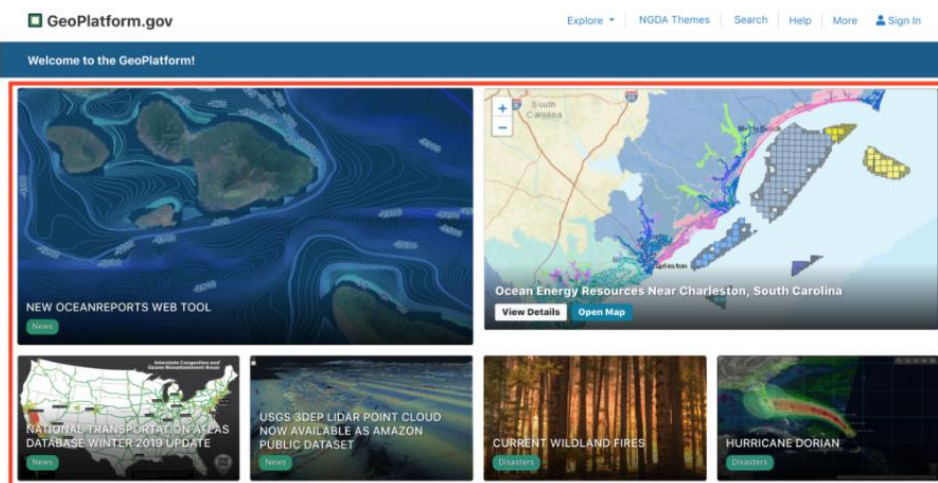
If anyone wants a presentation on how to do this, please let us know.



Contributing feature articles and maps to the GeoPlatform Homepage

HOME > GEOPLATFORM HELP > CONTRIBUTING FEATURED CONTENT

Do you have interesting or topical news, new tools, maps or articles that you would like to see featured on the GeoPlatform home page? If so, follow the instructions below to nominate your content!



Next Meeting

The next meeting will be Thursday, February 4th from 1:00 – 2:30PM ET.

Note that a couple of dates have changed in the schedule due to holidays so please look at the calendar in the slides or online for those upcoming meetings:

<https://communities.geoplatform.gov/ngda-portfolio/meetings/>

**** Note: this is the same location where Theme Community meeting agendas, slides, and notes are posted when available. ****

Open Discussion

Lynda: Over the course of the last year, there have been changes to Theme Leads and Dataset Managers. What is the process for new personnel in those roles? Could there be a training session? Maybe a presentation that could be circulated would be good.

Lorna: Nancy Blyler also requested a presentation on the Themes. There are lots of changes since the GDA came out.

Marcia: The point you made on sharing with management is a key point. As new managers come in, they may not have a clear picture of the time required for this work.

Dierdre: Even if we just had a checklist of products that agencies need to produce on an annual basis, that would be helpful to provide to management, so they know what we need to be working on.

Lynda: That will be important for the actions required for the GDA as they become clearer.

Lorna: I'm all for a "one stop shop" place for that information. There has been a lot of conversation around content being on FGDC.gov and GeoPlatform.gov, so I will take that as an action.

Lynda: The technical guidance is helpful. Is that on FGDC.gov or the GeoPlatform?

Lorna: That is on FGDC: www.FGDC.gov/technicalguidance. We will also make sure there is a link to the 2020 Action Plan. We will also add the Feature Maps presentation to a Theme Community meeting agenda.

Lorna: Is there any interest in getting a room or setting up a meeting for Themes at the Esri Federal User Conference? There will be an NGP booth but no FGDC booth this year. I will send an email to gauge interest and schedule conflicts.